



Town of Arlington Community Development Block Grant
Substantial Amendment of Program Year 45
For CDBG-CV3

Town of Arlington Department of Planning and Community Development
November 12, 2020

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The purpose of this Substantial Amendment is to program a special allocation of CARES Act funds received to respond to the COVID-19 pandemic. This is the second such allocation, the first of which was programmed through a Substantial Amendment to the 2019-2020 Annual Action Plan, approved in May 2020. Please note that you are reading a historical document. Although elements such as dates may make this document appear outdated, making a Substantial Amendment to the 2019-2020 Annual Action Plan is in keeping with guidance from HUD. HUD has directed grantees to use a single Annual Action Plan as the vehicle for all Substantial Amendments which program CARES Act funding.

The Town of Arlington has been awarded \$1,099,358 in Community Development Block Grant funds from the U.S. Department of Housing and Urban Development for Program Year 45, operating between July 1, 2019 and June 30, 2020. Based on past performance, the Town estimates it will receive approximately \$60,000 in program income. Applications have been received and the CDBG Subcommittee has met to analyze this year's applications. This year the Subcommittee used a Grant Evaluation Scoresheet to help score each application and decide on funding. The scoring rubric was a part of this year's CDBG application. Please see the scoresheet attached.

This year the Town received twenty-three funding requests from fourteen organizations and town departments totaling \$1,672,757. The applications are grouped into the following categories: Rehabilitation/Housing, Public Service programs, Public Facilities and Improvements, Planning, and Administration. This year the Town received three applications for brand new projects, the Housing Corporation of Arlington has applied to add solar panels to one of their affordable housing properties and has committed to providing the tenants, all of whom make a HUD-defined low- to moderate-income, with the majority of this savings; the Arlington Recreation Department applied for funding to reconstruct a park adjacent to the census block group of highest need; and the Conservation Commission applied for funding for the design of ADA-compliant trails and access at Wellington Park.

The initial draft of the Annual Action Plan and the report to Town Meeting included the following contingency language outlining the Town's funding plan, should it receive far more or less than estimated.

Contingency language: This annual funding recommendation is based on an estimation of funding available to the Town and subject to an increase or decrease, depending on federal allocations. Were the Town to receive less than the estimated allocation, the CDBG Subcommittee

would suggest that the following applications receive a reduction in their funding allocation: the Housing Corporation of Arlington's Capital Improvements, the Disability Commission and the DPW's ADA Compliant Curb Cuts, and Food Link's Site Development. Were the Town to receive more than the estimated amount, the CDBG Subcommittee would suggest that the additional money will be allocated to the Arlington Recreation Department's application for the Lussiano Playground, and potentially reassessing the funding available for public service activities within the statutory limit. Should CDBG funding be eliminated, the town will consider a plan to address service and programming impacts.

As part of the April 2020 Substantial Amendment, the Town of Arlington amends this Annual Action Plan to program CDBG-CV funds in the amount of \$659,903 as well as to reprogram \$150,000 allocated to the Rehabilitation/Housing project.

As part of the November 2020 Substantial Amendment, the Town of Arlington amends this Annual Action Plan to program CDBG-CV funds in the amount of \$320,485 for public services and economic development activities.

2. Summarize the objectives and outcomes identified in the Plan

The 2019-2020 Annual Action Plan will be the final in our five year Consolidated Plan, 2015-2020. With that in mind, this plan will ensure we wrap up our five years, reaching as many of the original Consolidated Plan goals as possible, including:

- Strengthen communities through investment in public infrastructure, parks and open space, and public facilities.
- Maximize affordable housing opportunities by creating and preserving affordable rental and homeownership housing.
- Invest in public services and community facilities that provide new or improved access to programs that serve youth, seniors, and at-risk, vulnerable households.

These objectives will help create conditions for achieving outcomes including improved accessibility for residents with disabilities, an improved quality of life for seniors and young people from families who make a low- to moderate-income, and housing for families who make a low- to moderate-income.

One of the highest funded projects this program year is the Lussiano Playground Reconstruction. This is the first major recreation project between 2015 and 2020 and will help reach the following Consolidated Plan goal: PARKS, AND OPEN SPACE: Improve Public Parks and Open Spaces. This park is located in a CDBG-eligible census block group, and is adjacent to the census block group with the highest level of need: as of the latest HUD-available ACS data from 2011-2015, 77% of people living in this census block group make a low- to moderate-income.

The 2019-2020 Annual Action Plan will continue to address housing through capital improvements to the Housing Corporation of Arlington's 93 affordable housing units. New this year, HCA has decided to install solar panels on the roof of their Capital Square Apartments where 32 households reside. This new infrastructure will allow HCA to reduce the rents of their tenants for the life of the solar panels, a huge benefit to the residents, all of whom make no more than 60% of the Area Median Income.

Arlington will continue to address the need to help the residents who make a low- to moderate-income to afford the public services available in town. Eligible residents will again be able to take advantage of scholarships for summer and year-round programming at the Arlington Boys and Girls Club and Fidelity House, scholarships for recreation through the Arlington Recreation Department and the Arlington High School, mental health counseling and domestic violence programs through the Arlington Youth Counseling Center, afterschool homework support through Operation Success, and transportation and programming through the Arlington Council on Aging.

Finally, CDBG will again fund two accessibility projects: ADA-compliant curb cuts throughout town, again with a concentration on the areas of highest need, and the design of an ADA-compliant path and lookout at Wellington Park. Lastly, through Public Facilities and Infrastructure, Food Link is again receiving money to help improve their new operations facility, including handicap parking.

One Substantial Amendment has already been made to the 2019-2020 Annual Action Plan to program the first tranche of the CDBG-CV funding totaling \$659,903. The April 2020 Substantial Amendment funded microenterprise businesses, tenant assistance, and public services to support those low- to moderate-income residents impacted by the state of emergency related to the coronavirus pandemic through the CDBG-CV. Additionally, while the solar project at the Housing Corporation of Arlington's Capital Square Apartments will not move forward due to the complicated ownership model of this property, the funding (\$150,000) will be reprogrammed to support tenant assistance and capital improvements to its portfolio.

A second Substantial Amendment will provide funding in response to the ongoing Coronavirus pandemic. The November 2020 Substantial Amendment will assist low-to-moderate income Arlington residents affected by the pandemic through economic development and public service grants totaling \$320,485.

3. Evaluation of past performance

This round of CDBG applications represents the work that will complete our 2015-2019 Consolidated Plan. Throughout the past four years we have conducted a number of activities to reach out goals: we have served thousands through our public service programs, installed hundreds of ADA-compliant curb cuts, and have helped fund the upkeep and creation of affordable housing. Over the past four years we lacked a large-scale

recreation project. The lack of addresses recreation and open space as of yet has led to the great support for the Lussiano Playground Reconstruction.

As was outlined in last year's Annual Action Plan, the CDBG Subcommittee has again been forced to take a hard look at the Arlington Home Rehab Program and assess its benefit to the community. While the program was paused to make some adjustments to ensure it was in line with HUD's regulations, the program was fully up and running in December 2017. Since then the staff have worked hard to promote the program through newspaper articles, advertisements, and direct mail. Unfortunately, this effort has not created the growth in interest that was hoped for. Since this time, the program has completed one loan in the amount of \$5,400. The continued lack of eligible interest in this program had caused the CDBG Subcommittee to make the hard decision of not funding the program for 2019-2020. This comes after two years of reducing funding, unable to justify paying so much in CDBG funding for overhead of a program that is not producing. In PY16 the program received \$225,000, in PY17, 75,000 and in PY18 \$25,000. As was also stated last year, this continued inability to find eligible residents who are interested in the program, has meant that the CDBG program will close with only about ¼ of the homes rehabbed through the program than was anticipated during the creation of the 2015-2020 Consolidated Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

This year's citizen participation included two legal notices, notifying residents of the public hearing in February, as well as posted notices on the Town website and public board prior to the CDBG Subcommittee meetings. An additional legal notice announcing the Draft Annual Action Plan was in the local newspaper, the Arlington Advocate, on April 4th and 11th.

Also, this year Arlington improved engagement through expansion of the CDBG Subcommittee and the addition of CDBG-related questions in the annual town survey.

Finally, citizens were engaged through the annual town survey which saw responses from close to 4,500 residents.

The citizen participation processes for the April 2020 and November 2020 Substantial Amendments are described in the appendix on citizen participation.

5. Summary of public comments

The following organizations attended the public hearing: Housing Corporation of Arlington, Arlington Council on Aging, Food Link, Fidelity House, and the Arlington Recreation Department. Each of the organizations discussed how they were currently utilizing CDBG funding and their requests for 2019-2020.

No public comments were received. All documents from the Citizen Participation section of the Annual Action Plan will be included in AD-26.

Public comments received on the April 2020 Substantial Amendment are summarized in the appendix on citizen participation.

Public comments received on the November 2020 Substantial Amendment will be summarized in the appendix on citizen participation.

6. Summary of comments or views not accepted and the reasons for not accepting them

As discussed in question #5, the following organizations attended the public hearing: Housing Corporation of Arlington, Arlington Council on Aging, Food Link, Fidelity House, and the Arlington Recreation Department. Each of the organizations discussed how they were currently utilizing CDBG funding and their requests for 2019-2020.

Summaries of comments or views not accepted regarding the April 2020 and November 2020 Substantial Amendments are provided in the appendix on citizen participation.

7. Summary

Please see the appendix.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	ARLINGTON	
CDBG Administrator	ARLINGTON	Department of Planning and Community Development
HOME Administrator		

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information

Town of Arlington

Planning and Community Development

Jennifer Raitt, Director of Planning and Community Development

jraitt@town.arlington.ma.us

Mallory Sullivan, Community Development Block Grant Administrator

mjsullivan@town.arlington.ma.us

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The Town of Arlington works with the following organizations to address homelessness in town: the Housing Corporation of Arlington, the Somerville Homeless Coalition, Arlington Youth Counseling Center (AYCC), the Arlington Police Department, and the Arlington Council on Aging. Homelessness in Arlington is somewhat concentrated near to the Cambridge line. While the town participates in the Point in Time homeless count each year, it is exclusively in this area that homeless individuals are found. This concentration allows town organizations to more successfully stay abreast of the homelessness situation. The town continues to prioritize the updating and creation of affordable housing to help prevent or reduce homelessness. The Housing Corporation of Arlington, the Arlington Housing Authority, and the Continuum of Care are the organizations to which people are referred when they are looking for housing.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The four organizations listed above work on a number of committees to provide housing and social services. The Housing Corporation of Arlington, the Town of Arlington, and AYCC are all a part of the Continuum of Care which helps to make the provision of shelter and housing for homeless individuals more organized. The HCA, the Council on Aging, and the Town of Arlington all serve on the Housing Plan Implementation Committee, a committee tasked with executing the Housing Production Plan which includes increasing affordable housing.

Arlington's Human Services Network (HSN) was established in the spring of 2018 to enhance communication among local service providers to identify and stabilize vulnerable community members and connect families and individuals to resources that promote well-being and stability among Arlington residents. Members of the Arlington Human Services Network include the Community Resource Specialist for the Town of Arlington, the Arlington Health and Human Services Department, Arlington Council on Aging, Arlington Youth Counseling Center, Arlington Housing Authority, Housing Corporation of Arlington, Arlington Food Pantry/Arlington Eats, Arlington Police Department, and Arlington Public Schools. The HSN meets monthly to share information and resources, discuss complex cases, facilitate case coordination, and problem solve around navigating complex systems and issues contributing to the unmet needs of Arlington's residents.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Arlington is a member of the Somerville-Arlington Continuum of Care. Arlington participates in monthly meetings with service providers including coordinated entry and the application process for the Emergency Shelter Grant (ESG). This year, Arlington's Point in Time count of unsheltered homeless people was conducted by representatives from Arlington's Planning and Community Development Department, the Arlington Police Department, and Arlington's Department of Health and Human Services. Over the course of the year the Police Department and the Department of Health and Human Services has been doing weekly outreach to Arlington's homeless population. Again this year the group brought resources to provide to people, including non-perishable food and toiletries, coats, and a grocery store gift card.

The HCA has four (4) units dedicated to formerly homeless households in the Capitol Square project, and one (1) in the Kimball Farmer House. HCA's formerly homeless tenants receive social services and assistance from the Somerville Homeless Coalition, a member of the Somerville-Arlington Continuum of Care (CoC). In addition, HCA runs the Homelessness Prevention Fund (HPF) through which it raises 100% private funds from Arlington residents in an Annual Appeal for making small grants to income-eligible households to prevent homelessness. These grants assist with back rent, first month's rent, moving costs, and/or security deposits. The maximum grant is \$1,500. The recipients must show they will be stable for at least six months to receive a grant. HCA raises approximately \$30,000 annually for the program. Since its inception, HCA has provided over 600 grants totaling over one million dollars.

Arlington also has a Director of Veterans' Services or a Veterans' Services Officer (VSO). This department assist's Arlington veterans with homelessness prevention or eradication. Through the State Mass General Law Chapter 115 program, Arlington helps veterans with a variety of needs, including providing them with three days of immediate housing in a local hotel. Assistance beyond temporary shelter is coordinated through Court Street in Boston where they can access additional benefits, including signing up for HUD's Veterans Affairs Supportive Housing (VASH) vouchers. The Director of Veterans' Services has not worked with any homeless veterans this year.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Arlington refers clients to social service providers in the Somerville-Arlington Continuum of Care and work with the providers on developing performance standards, policies and procedures.

The town participates in meetings with the Somerville-Arlington Continuum of Care and helps to make decisions for ESG funds.

Arlington and Somerville have begun discussing merging our Continuum of Care with the larger Balance of State Continuum of Care. From Arlington's perspective we see this as a positive change as this would increase the area to which we would be able to refer people who are in need of housing and support.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SOMERVILLE HOMELESS COALITION
	Agency/Group/Organization Type	Services - Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Arlington is a member of the Somerville-Arlington Continuum of Care. The town participates in monthly meetings with service providers. The Somerville Homeless Coalition provides homeless and near homeless individuals, including the elderly, with support services and housing solutions. This continued relationship ensures Arlington has a potential resource for financing for affordable units for homeless individuals, should the town have an opportunity to create such a space.
2	Agency/Group/Organization	HOUSING CORPORATION OF ARLINGTON
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by	Housing Need Assessment

	Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington works closely with the Housing Corporation of Arlington (HCA) in order to enhance coordination between public and assisted housing providers. HCA runs a program for preventing homelessness, and makes small grants to income-eligible households to prevent homelessness. Ongoing consultation has allowed the town to support HCA and to play a role in ensuring their success in updating their affordable housing portfolio and to create new affordable housing in town. HCA is a participating member of Arlington's new Human Service Network and the ongoing effort to address homelessness in Town.
3	Agency/Group/Organization	Council on Aging
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-homeless Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with the Arlington Council on Aging (COA) for the Housing Production Plan and continues to do so with the Housing Plan Implementation Committee. The COA was consulted for input on needs of elderly homeowners, renters, and those at risk for homelessness. This consultation created a new opportunity to expand the departments involved in HUD's Point in Time unsheltered homeless count which made the resources available stronger and also expanded the awareness of homelessness in town. Consultations included exploration of innovative elderly housing.

4	Agency/Group/Organization	North Suburban Consortium
	Agency/Group/Organization Type	Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Affordable Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with adjacent communities in the North Suburban Consortium including, Chelsea, Everett, Malden, Medford, Melrose, Revere, and Winthrop, Massachusetts. Consultation occurred during monthly meetings held during the planning process. The consultation process helped shape housing priorities and HOME funding allocations, especially in work on affordable housing in town.
5	Agency/Group/Organization	Home Rehabilitation Loan Program
	Agency/Group/Organization Type	Services-Health Health Agency Other government - Local
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Arlington Home Rehabilitation Program works with income-eligible homeowners and renters of 1-4 family homes in town to ensure their homes are safe to live in. This program has been experiencing a decline in eligible applicants and is working hard to increase demand through press releases and new marketing efforts, including the expansion of the program to renters. The desired outcome is more demand for the program.
6	Agency/Group/Organization	Town of Arlington Department of Health and Human Services
	Agency/Group/Organization Type	Housing Services - Housing

		Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Arlington Health Department was consulted on the Town's response to lead in homes. The Health Department enforces 105 CMR 410.000: Minimum Standards of Fitness for Human Habitation (State Sanitary Code, II) and the Lead Code. Once contacted by a resident, the Board of Health conducts a lead determination if there is a child under the age of six residing at a property. An inspector tests painted areas in the home to determine if lead is present. If a positive result is found, then the Lead Inspector orders the owner of the property to bring the home into compliance. In the past year the Health Department has conducted four home inspections and issued orders to owners for compliance. The Health Department is also a partner in addressing homelessness in Arlington and is spearheading a committee to address homelessness in Arlington. Coordination with this department helps to better understand the challenges of lead and homelessness here in Arlington. The CDBG Administrator will continue to work closely with this department to remain updated on these challenges in the community, along with general needs of all Arlington residents that could be addressed through CDBG.
7	Agency/Group/Organization	METROPOLITAN AREA PLANNING COUNCIL
	Agency/Group/Organization Type	Housing

		Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Strategies to increasing and diversifying housing development as was outlined in the Master Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MAPC worked with the Department of Planning and Community Development to put together and communicate the suggested zoning changes to increase and diversify the Town's housing stock. There were a number of consultations conducted with MAPC prior to Town Meeting.

Identify any Agency Types not consulted and provide rationale for not consulting

All relevant agencies were consulted by the Town of Arlington.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Somerville Homeless Coalition	Arlington relies on the Continuum of Care providers to supplement our homeless prevention program.
Housing Production Plan	Department of Planning and Community Development	The primary goal of the Housing Production Plan is to increase the number of deed-restricted affordable housing units in Arlington. The Housing Production Plan identified priority sites and populations. A committee, the Housing Plan Implementation Committee, was created to help execute the goals of the HPP. The HPIC hosted a town-wide forum to educate residents on the region's housing shortage and supported the addition of Accessory Dwelling Units to the Town's Zoning Bylaw which will be before Town Meeting this spring.
Community Preservation Plan	Community Preservation Committee	The Community Preservation Plan discusses use of local funds in affordable housing. The Consolidated Plan prioritizes the upkeep and creation of affordable housing which is in line with the goals of the Community Preservation Plan. CDBG projects will continue to leverage Community Preservation Act funding.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Arlington Master Plan	Department of Planning and Community Development; the Master Plan Implementation Committee	The Department of Planning and Community Development and the Master Plan Implementation Committee recommended creating a Housing Production Plan and working with the non-profit Housing Corporation of Arlington to create affordable housing. The housing element of the Master Plan encouraged a focus on the production of affordable housing which is very much in line with the town CDBG goals.
Open Space and Recreation Plan	Arlington Recreation Department	The Open Space and Recreation Plan values recreational opportunities for Arlington residents, as does the Strategic Plan.

Table 3 - Other local / regional / federal planning efforts

Narrative

Please see the above narrative for the Annual Action Plan process.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

This year's Citizen Participation process began in November with the recruitment of three Arlington residents to the CDBG Subcommittee. Resident involvement is a new element of the subcommittee and will continue to improve citizen engagement with the Community Development Block Grant. The three new members reviewed all CDBG applications, attended public hearings, and helped make funding decisions for 2019-2020. They will also be assisting in additional community engagement throughout the year, specifically during Community Development Week and during the Consolidated Plan engagement process.

<https://www.arlingtonma.gov/town-governance/all-boards-and-committees/cdbg-sub-committee>

Also, every year a town committee, Envision Arlington, conducts a town-wide survey. This year's survey included a number of CDBG-related questions, asking residents how they would allocate CDBG dollars. These responses will be taken into account when conducting the Consolidated Planning process and were also helpful when deciding on funding recommendations for 2019-2020: Parks and Recreation were cited as a top priority for both residents at large and for residents who make a low- to moderate-income; in helping to make CDBG funding decisions, having the Envision Arlington survey results was an added data point. One of our highest requests for CDBG for 2019-2020 is the Lussiano Playground at the Thompson School. This request came with many letters of community support, but it is additionally helpful to hear that so many individuals see this as a critical use of CDBG dollars. The CDBG Subcommittee has recommended funding this request at \$200,000. Please see attached Envision Arlington survey summary.

In addition, in January and February, legal notices were published in four local papers announcing the application deadline to request funds for the upcoming program year and announcing the public hearing dates for review of the proposals for 2019-2020. These legal notices ran in four (4) newspapers, in Chinese, Spanish, and English to broaden citizen participation. A number of people attended to discuss the work of their organization and to speak to their 2019-2020 application, including representatives from the following organizations: the Council on Aging, Housing Corporation of Arlington, Food Link, the Recreation Department, and Fidelity House.

Notice of the public hearing was posted on the Town website, and subsequent public meetings held by the CDBG Subcommittee were also posted on the Town website. An additional legal notice announcing the thirty day public comment period on the Draft Annual Action Plan was also published in the local newspaper in April. The public comment period runs through early May.

On April 23, the Town held a Community Development Week celebration, during which elected officials and Town staff visited two highly CDBG-funded projects: Food Link's new operations facility and the Housing Corporation of Arlington's 20 Westminster, an adaptive reuse project where a church is being rehabilitated and turned into a nine-unit affordable housing development. The tour was taken in the Council on Aging van, an element of the Council on Aging Transportation Program which also receives CDBG funding. The event was publicized on the social media of the Town, town staff, and local elected officials.

The CDBG Subcommittee met on April 15, 2020 to discuss the CDBG-CV allocation of \$659,903, and made recommendations on how to program the CDBG-CV funds as well as to discuss the request to reprogram funds from the 2019-2020 CDBG allocation. This was a public meeting.

The CDBG Subcommittee met on October 14, 2020 to review the CDBG-CV3 allocation of \$320,485. It made recommendations to the Arlington Select Board, which voted unanimously to approve the proposed program activities outlined in this document at its meeting on October 19, 2020. Both the Subcommittee and Select Board meetings were open to the public.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish, Chinese	Legal ads were posted in the local newspaper, and multiple non-English speaking newspapers.	No comments were received.	No comments were received. All applications were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/ broad community	<p>The Board of Selectmen held a public hearing February 11, 2019 to receive proposals for use of funds for program year 45. The following organizations attended the meeting and gave supporting comments on their programs: Housing Corporation of Arlington, Arlington Council on Aging, Food Link, Fidelity House, and the Arlington Recreation Department. The Select Board thanked everyone for their attendance and information. They let everyone know that the next step would be for the CDBG subcommittee to meet to discuss the funding decisions and that once the funding decisions were made, the CDBG administrator would</p>	<p>Comments consisted of past CDBG subrecipients talking about their programs and thanking the Town for their annual, financial support.</p>	<p>The Board of Selectmen listened to all attendees and thanked them for their attendance. In response they let the attendees know that the next step was for review by the CDBG subcommittee and moving the recommendations to Town Meeting for final approval.</p>	<p>file:///C:/Users/jwayman.ARLINGTON1/Downloads/Agenda_2019_2_11_Meeting(837)%20(1).pdf file:///C:/Users/jwayman.ARLINGTON1/Downloads/Minutes_2019_2_11</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	CDBG Subcommittee Meetings	All residents	CDBG Subcommittee meetings were held on March 5, 2019 and March 12, 2019 in the Town Hall. The Town Manager, two members of the Select Board, the Director of the Planning and Community Development Department, the CDBG Administrator, and three residents, make up the CDBG Subcommittee. No members of the public attended. We did not receive any further verbal or written comments from the public.	No comments were received.	No comments were received.	https://www.arlingtonma.gov/Home/ShowDocument?id=46182 https://www.arlingtonma.gov/Home/ShowDocument?id=46184

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	All residents	The Draft Annual Action Plan for Program Year 45 was available to read on the Town website. The website also notified readers of the deadline to submit public comment.	No comments were received.	No comments were received.	https://www.arlingtonma.gov/Home/Components/News/News/9274/3988?backlist=%2fdepartments%2fplanning-community-development%2fcommunity-development-block
5	Newspaper Ad	All residents	The Draft Annual Action Plan for Program Year 45 was available to read and comment on in the Planning and Community Development Department in Town Hall. The legal notice announced the availability of the plan through the local newspaper.	No comments were received.	No comments were received.	https://www.arlingtonma.gov/Home/Components/News/News/9274/3988?backlist=%2fdepartments%2fplanning-community-development%2fcommunity-development-block

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			<p>In most categories, households eligible for CDBG funding and non-eligible households selected the same programs for their top three or four funding priorities. In Public Services & Facilities, the top priorities among CDBG-eligible households were for senior centers (32%) and parks and recreation (31%); nearly half of non-eligible households selected parks and recreation (48%), with youth centers as a second priority (23%). Among Public Infrastructure programs, both CDBG-eligible and non-eligible households prioritized street improvements (43% and 48%, respectively) and tree planting (32% and 37%, respectively).</p>	<p>Annals 436 November 12, 2020</p>	<p>Annals 436 November 12, 2020</p>	21

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	CDBG Subcommittee Meeting	Residents , local business community members, elected officials, Town officials, nonprofit organizations, including all current sub-recipients .	A CDBG Subcommittee meeting was held on April 15, 2020, to consider the April 2020 Substantial Amendment. Approximately seven members of the public joined the meeting. The comments received are reflected in the minutes available at the link.	The comments received included suggestions on how to engage with the community as well as potential projects.	One comment was not accepted. The proposed project suggested is not an eligible CDBG activity and will be referred to the appropriate committee in Arlington for consideration. More details can be found in the appendix on citizen participation.	https://www.arlingtonma.gov/Home/Components/Calendar/Event/23765/18?backlist=%2f

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Internet Outreach	All residents	The Draft Amended Action Plan for Program Year 45 was available to read on the Town website. The website also notified readers of the deadline to submit public comment.	Comments received included general support of the use of funds, a recommendation to use the funds for food distribution, recommendations on flexibility of program design for tenant assistance, recommendations on agencies to work with for outreach, and support for funding of technology.	Some comments were not accepted. Additional details are included in the appendix on Citizen Participation.	https://www.arlingtonma.gov/Home/Components/News/News/10174/16?b_acklist=%2f

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Newspaper Ad	All residents	The Draft Amended Action Plan for Program Year 45 was available to read and comment on the Planning and Community Development Department website. The legal notice announced the availability of the plan through the local newspaper.	See above and in the appendix on Citizen Participation.	See above and in the appendix on Citizen Participation.	https://www.arlingtonma.gov/departments/planning-community-development/community-development-block-grants-cdbg
10	Select Board Meeting	Non-targeted/broad community	All members of the Select Board were in attendance at this virtual meeting. While there were other attendees at the meeting, one member of the public provided comments.	The Select Board was in favor of the recommendations, although recommended that the rental assistance program be limited to households making a low-income. A member of the public recommended outreach through agencies that work with refugee and immigrant communities.	All comments were accepted. More details can be found in the appendix on citizen participation.	https://arlington.novusagenda.com/agendapublic/MeetingView.aspx?MeetingID=1038&MinutesMeetingID=-1&doctype=Agenda

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	CDBG Subcommittee Meeting	Non-targeted, broad community.	<p>A CDBG Subcommittee meeting was held on October 14, 2020, to consider the November 2020 Substantial Amendment. The Town Manager, two members of the Select Board, the Director and Assistant Director of the Planning and Community Development Department, the CDBG Administrator, and one resident were present. The two other resident members of the subcommittee confirmed by email that they were in support of the proposed amendment and use of CDBG-CV funds. No further verbal or written comments from the public were received. Meeting minutes are available at the</p> <p>Annual Action Plan with Substantial Amendment for CDBG-CV3</p>	<p>The CDBG Subcommittee discussed uses of CV3 funds to address urgent community needs and agreed that public service and economic development initiatives should be presented to the Select Board.</p> <p>November 12, 2020</p>	All comments were accepted.	<p>https://www.arlingtonma.gov/Home/Components/Calendar/Event/25529/298</p> <p>25</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
12	Select Board Meeting	Non-targeted/ broad community	All members of the Select Board were in attendance at this virtual meeting.	The Select Board was in favor of the recommendations, voting unanimously to approve the program activities proposed by the CDBG Subcommittee.	All comments were accepted.	https://www.arlingtonma.gov/town-governance/boards-and-committees/select-board/agendas-minutes
13	Internet Outreach	All residents	The Draft Amended Action Plan for Program Year 45 was made available to read on the Town website. The website also notified readers of the deadline to submit public comment.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
14	Newspaper Ad	All residents	The Draft Amended Action Plan for Program Year 45 was available to read and comment on the Planning and Community Development Department website. The legal notice announced the availability of the plan through the local newspaper.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The Town has been allocated \$1,099,358 in CDBG funds for program year 2019. To maximize the impact of the CDBG Entitlement funds, the Town expends significant general government funds and encourages all partners and projects to strategically leverage additional funds and partnerships.

The April 2020 Amendment will add \$659,903 of new activities to address the coronavirus pandemic. The November 2020 Amendment will add \$320,485 of new activities to address the coronavirus pandemic

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,099,358	59,299	450,000	1,608,657	0	In Year 5, the Town used the Annual Allocation and estimated program income to support program activities. The amount in "Prior Year Resources" is remaining funds from unspent grant funds from an open staff position and incomplete projects, leaving both budgeted yet uncommitted funds and unbudgeted funds in IDIS from Program Years 15, 16, 17, and 18. Please see additional narrative in AP-35.

CDBG-CV	Public – federal	Economic Development Public Services	659,903					The CDBG-CV funds received were \$659,903.
CDBG-CV3 (Part A)	Public - federal	Economic Development Public Services	320,485					The CDBG-CV3 (Part A) funds are anticipated in the amount of \$320,485 . The programming of this allocation is the basis for this Substantial Amendment.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Town of Arlington anticipates CDBG funds will leverage additional resources. Non-Entitlement funds that will be used to further the goals of the Strategic Plan may include: the Town of Arlington, private foundations, and organizations. The following leveraged resources are anticipated during the upcoming program year:

Town General Funds: The projected Town budget commits resources for the priority activities including Public Park, Facilities, and Infrastructure, Health and Human Services (HHS), and Economic Development.

Affordable Housing Resources: Affordable Housing Developments are likely to utilize a variety of local, state, federal, and private housing resources including Community Preservation Act funding, Low Income Housing Tax Credits, the Mass Rental Voucher Program, funds for historic preservation, state and federal historic tax credits, HOME funding, private foundation support, and private mortgage financing. The Housing Corporation of Arlington hopes to receive \$40,000 from the CharlesBank Homes Foundation.

Philanthropy: The Boys and Girls Club receives funding from the United Way. The Housing Corporation of Arlington raises private donations from Town residents and businesses from a Walk for Affordable Housing, Homeless Prevention Appeal letter, and Annual Meeting and Membership dues.

Section 8 Funds: Section 8 is administered by the Arlington Housing Authority and provides rental subsidies to approximately 400 Arlington households.

Community Preservation Act: Community Preservation Act fund resources will be used for affordable housing, public facilities, and capital improvements.

\$450,000 in "Prior Year Resources" is allocated as follows: \$200,000 in previously allocated but unused has been reprogrammed for use in PY19, plus \$250,000 for wrapping up Arlington Home Rehab Program projects that were started in PY18.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

This year, in FY20, publically-owned land, the Lussiano Playground, will be reconstructed. This will address the open space and recreation goal in the Town's Consolidated Plan.

Discussion

As the final year in the five year Consolidated Plan, we are on track to reach most of the goal set forth. This annual action plan will help the Town address the following Consolidated Plan goals:

Of the goals listed above, Goal #5 Public Parks and Open Spaces is the most critical to be addressed this year as very little CDBG funding has gone toward this goal in the past four years. Additionally, the Town will fall short of goal #3 Housing Rehabilitation. For a number of years the CDBG Subcommittee has been discussing the need for this program and has decided that the lack of eligible applicants warrants not funding the program in 2019-2020.

The amount in "Prior Year Resources" totals \$450,000. The ADA-Compliant Sidewalk Ramp project will rollover any program year 18 funds that are unspent as of June 30, 2019, which currently amounts to \$172,281.18 to complete the ongoing work ADA-compliant curb cuts. Likely this funding will be spent down. The Arlington Home Rehab Program is expected to roll over \$250,000 for any unfinished work that begun in PY18.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Economic Development	2019	2019	Non-Housing Community Development		Economic Opportunities	CDBG-CV: \$200,000 CDBG-CV3 (Part A): \$200,000	Low/Moderate Income Clients: 20 Businesses Assisted CDBC-CV3 (Part A): 3 Jobs Retained or Jobs Created
2	Affordable Housing Development	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$250,000	Households Assisted Rental units rehabilitated: 27 Household Housing Unit
3	Housing Rehabilitation	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$250,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit
4	Public Facilities	2015	2019	Non-Housing Community Development		Public Facilities, Infrastructure, and Parks	CDBG: \$355,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 8175 Persons Assisted
6	Public Infrastructure	2015	2019	Non-Housing Community Development		Public Facilities, Infrastructure, and Parks	CDBG: \$240,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 975 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Public Services	2015	2019	Homeless Non-Homeless Special Needs		Public Services	CDBG: \$282,322 CDBG-CV: \$459,903 CDBG-CV3 (Part A): \$120,485	Public service activities other than Low/Moderate Income Housing Benefit: 2490 Persons Assisted Low/Moderate Income Clientele Benefit: 86 Households Assisted
8	Planning and Administration	2015	2019	Planning and Administration		Economic Development Affordable Housing Public Facilities, Infrastructure, and Parks Public Services	CDBG: \$231,335	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Economic Development
	Goal Description	<p>CDBG-CV funding will be used to develop a microenterprise relief program for those small businesses with five or fewer employees that have been impacted by the coronavirus pandemic. The eligible microenterprises will receive funding in the form of a grant to be used to stabilize the business through the state of emergency.</p> <p>CDBG-CV3 (Part A) funding will be used to support small businesses with 20 or fewer employees through a two-track program, providing grants for working capital and dedicating funds to hire a consultant who will provide technical assistance. Grants will respond to the pandemic by enabling up to 20 businesses to continue maintaining operations that would either not be possible or that would occur at a diminished capacity due to the pandemic.</p>
2	Goal Name	Affordable Housing Development
	Goal Description	Funding will be used on capital improvements to existing affordable rental housing.
3	Goal Name	Housing Rehabilitation
	Goal Description	<p>Funding of the Arlington Home Rehabilitation Office to continue a loan program that assists residential homeowners of one- to four-family residences in the renovation of their properties. The Arlington Home Rehab Program offers financial assistance to residents who make a low- to moderate-income by providing low interest (1.75 %) and deferred loans with CDBG funds. The loans enable residents to make home repairs and to correct violations of existing building code standards that can be detrimental to the health and safety of the occupants. Over the years the demand for this service has been dropping, with a more precipitous drop this past fiscal year and this fiscal year to one home loan each year. This year the CDBG Subcommittee made the decision to not provide any new grant funds or this activity. Staff will finish out any loans that have been started.</p>

4	Goal Name	Public Facilities
	Goal Description	<p>Funding will be used for reconstruction of a playground in an eligible census block group, and for site development of the new Food Link facility.</p> <p>Approximately 3,300 people will be served through Food Link.</p> <p>This project will serve the needs of all of the residents surrounding the park. This is a critical community gathering space that brings people of all ages and abilities together. If we assume there is just one child per unit at Menotomy Manor and 425 students at Thompson, then we are supporting 600 students.</p> <p>In a one-mile radius around the playground there are 4,875 people who make a low- to moderate-income.</p> <p>$3,300 + 4,875 = 8,175$ people</p>
6	Goal Name	Public Infrastructure
	Goal Description	<p>Funding to construct/reconstruct wheelchair ramps in accordance with Americans with Disabilities Act Guidelines. Funding is also being used for the design of an ADA-Compliant trail at Wellington Park.</p> <p>The total amount of new entitlement grant funds allocated for public infrastructure is \$240,000.00 and includes:</p> <p>The ADA compliant curb cut projects are an annual project and each year, some of the funding from the prior year is rolled into the next year. To date, the remaining balance is \$92,576.44 for the annual work and the secondary project balance is currently, as of May 9, 2019 is \$79,704.74. This work will continue through the end of this fiscal year so it is likely that this balance will go down between now and June 30, 2019. Were any of the \$172,281.18 left at the end of PY18 then that money would roll into work being done in PY19.</p>

7	Goal Name	Public Services
	Goal Description	<p>A range of public service programs to support vulnerable populations and improve the quality of life for residents who make a low- to moderate-income. Additional CDBG-CV funds will be used to support public service programs that are responding to needs as a result of the coronavirus pandemic.</p> <p>The CDBG-CV and reprogrammed CDBG funds will support tenant assistance programs for those residents who make a low-income and are impacted by the coronavirus pandemic.</p> <p>The CDBG-CV3 (Part A) funds will be dedicated to two critical public services that support low-moderate income households who are affected by the ongoing coronavirus pandemic, academic tutoring and coronavirus testing.</p>
8	Goal Name	Planning and Administration
	Goal Description	<p>Funding will be used to pay for at least a portion of the salary staff planners and a CDBG administrator. Responsibilities will include data gathering and analysis, local and comprehensive planning, affordable and fair housing studies and implementation, along with daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD. These funds will also be used updated the Town's fair housing policy, including but not limited to hiring a consultant to begin the Assessment of Fair Housing, and public outreach related thereto. Administrative costs will also cover overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator. Finally, funding will allow for the administration of an annual town survey.</p>

AP-35 Projects - 91.420, 91.220(d)

Introduction

For the first time in the five year Consolidated Plan, the highest priority is Public Facilities and Improvements and not Rehabilitation/Housing. This is due to two factors: first, with this being the fifth year of a five year plan, the Town needed to support a project that was addressing the Consolidated Plan goal of Recreation and Outdoor Space, as this Annual Action Plan does through the funding of the Lussiano Playground Reconstruction at \$200,000. Also helping to address this goal is the design work being funded for ADA improvements at Wellington Park. The second factor contributing to the change in funding priority is the decision to not fund the Arlington Home Rehabilitation Program this coming program year. This program has not had enough interest from eligible residents to continue to receive funding. For this reason, Rehabilitation/Housing is receiving \$350,000 and Public Facilities and Infrastructure is receiving \$595,000. This year, HCA's energy efficiency project to add solar to one of their affordable housing rental properties will help reduce the cost of housing for residents, all of whom make a low- to moderate-income. Public Services, as has been true historically, are town and non-profit programs that provide important services to residents. Planning projects will help address transportation through a mobility plan and planners, funded with CDBG will assist with this and other planning and zoning projects helping to advance CDBG work.

The April 2020 Substantial Amendment programs the CDBG-CV allocation of \$659,903 as well as reprograms \$150,000 previously allocated to Rehabilitation/Housing for Program Year 45.

The November 2020 Substantial Amendment programs the CDBG-CV3 (Part A) allocation of \$320, 485.

#	Project Name
1	Rehabilitation/Housing
2	Public Services
3	Public Facilities and Improvements
4	Planning
5	Administration
6	CDBG-CV Microenterprise Assistance
7	CDBG-CV Emergency Tenant Assistance
8	CDBG-CV Public Services
9	CDBG-CV Small Business Assistance

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Town continues to invest in affordable housing. Over one-quarter of this year's CDBG funds are allocated for capital improvements to Arlington's affordable rental housing and to the adoption of energy efficiency improvements to reduce tenant costs. This percent could have been greater but the Town has decided not to fund the Arlington Home Rehabilitation Program in 2019-2020. As outlined in the Consolidated Plan, the town continues to invest in ADA improvements with a dramatic increase from year's passed as this year includes the design of an ADA-compliant trail at Wellington Park and the annual ADA-compliant sidewalk ramps.

ADA-Compliant Sidewalk Ramps will utilize any unspent funds from PY18 and roll it into their PY19 allocation. If all funds are spent than the work will continue in July with their PY19 allocation of \$140,000.

Also, while the program is not receiving any new funding, the Arlington Home Rehabilitation Program is going to be finishing out the rehab jobs they have underway this program year in program year 19. Estimation for the amount used on these jobs to wrap up this program year into the next year is \$250,000.

AP-38 Project Summary

Project Summary Information1	Project Name	Rehabilitation/Housing
	Target Area	
	Goals Supported	Affordable Housing Development Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$600,000, April 2020 Substantial Amendment, CDBG: \$500,000
	Description	<p>This project supports the capital improvements to affordable rental units, and move to energy efficiency improvements which will help to reduce the cost of utilities, a savings which will be largely passed along to tenants. This project could also include the cost to relocate tenants while work is being done on their home. These are funded at \$350,000. The Arlington Home Rehabilitation Program, while not receiving any new funds for PY19, will be utilizing an estimated \$250,000 to finish up the work this fiscal year. If any of this work is unfinished than they will have access to funding to finish up this work. This is likely to total \$250,000.</p> <p>The April 2020 Substantial Amendment reprograms \$100,000 of these funds to be used for tenant assistance under Public Services through the Housing Corporation of Arlington's Homelessness Prevention Program. The remaining amount will continue to capital improvements of affordable rental units.</p>
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	<p>6 units in the HCA affordable housing rental portfolio will be rehabilitated and 32 units will benefit from the energy efficiency improvements at Capital Square. 4-6 units may utilize the Arlington Home Rehabilitation Program but it is not certain how many will be completed this fiscal year and how many next fiscal year. All families make a low- to moderate-income.</p> <p>The April 2020 Substantial Amendment notes that 25 units in the HCA affordable housing rental portfolio will rehabilitated, and two additional units will benefit from the additional</p>

		funding. It does mean that the 32 units identified as benefiting from energy efficiency improvements at Capital Square will not receive those benefits.
	Location Description	Town-wide
	Planned Activities	<p>Funding will also contribute to capital improvements on six units of existing affordable housing at \$200,000.</p> <p>Solar panels will be added to an existing building of affordable rental housing that houses 32 units. This is funded at \$150,000.</p> <p>The Arlington Home Rehabilitation Program will wrap up their current projects and may complete them in the next program year. They will finish their work upgrading the living conditions for residents who make a low- to moderate-income by providing financial assistance in the form of low interest deferred loans. This will not involve the use of any new funds but only what they currently have anticipated for this year. This is anticipated at \$250,000.</p> <p>The April 2020 Substantial Amendment will reprogram the \$150,000 identified above for the solar program as follows: \$50,000 to be added to the capital improvements and \$100,000 to be used to support HCA's Homelessness Prevention Program through tenant assistance.</p>
2	Project Name	Public Services
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$182,322, April 2020 Substantial Amendment, CDBG: \$282,322
	Description	<p>Public services include activities for low to moderate income residents of various ages. Activities help to provide and increase access to transportation, year-round recreation programs, health services, academic support, and job opportunities.</p> <p>The April 2020 Substantial Amendment includes reprogramming existing funds to support</p>

		tenant assistance programs. Specifically, \$100,000 of CDBG funds will be reprogrammed to support HCAs Homelessness Prevention Program in order to respond to the coronavirus pandemic.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1234 individuals. These activities will primarily and directly benefit youth and elderly residents of families who make a low- to moderate-income. The April 2020 Substantial Amendment increases this amount by 20 individuals.
	Location Description	Town-wide
	Planned Activities	Services include skilled nursing care, transportation and volunteer organization for senior activities, summer and year-round scholarships for income eligible children/families to participate in programs offered by the Town's Recreation Department, the Arlington Boys and Girls Club, and Fidelity House, academic support, teens employment, and mental health and domestic violence counseling. The April 2020 Substantial Amendment includes reprograming existing funds to support tenant assistance programs to support the Housing Corporation of Arlington's Homelessness Prevention Program, which provides emergency tenant assistance, and is poised to respond to the coronavirus pandemic.
3	Project Name	Public Facilities and Improvements
	Target Area	
	Goals Supported	Public Facilities Public Infrastructure
	Needs Addressed	Public Facilities, Infrastructure, and Parks
	Funding	CDBG: \$595,000
	Description	Improving accessibility in targeted areas in town, conduct site work on a new food bank

		facility in town, and greatly improve a local park.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	8175 people who make a low- to moderate-income.
	Location Description	Lussiano Park is located at 48 North Union St., Arlington, MA 02474.
	Planned Activities	The ADA-compliance projects are taking place in multiple areas in town. The park reconstruction is happening in our area of highest need. The Town has also received funds to construct/reconstruct curb cut ramps/wheelchair ramps in accordance with ADA guidelines and to design an ADA-compliant path and overlook at Wellington Park. The Disability Commission and the Department of Public Works for the ADA-compliant sidewalk ramp projects has been awarded \$140,000 in Program Year 19. Any remaining funds at the end of PY18 will be added to their PY19 allocation of \$140,000, though it is expected that the remaining \$79,704.74 for the Sunnyside work and the remaining \$92,576.44 for the annual work, for a total of \$172,281.18 as of May 14, 2019 would be rolled into PY19 ADA-compliant curb cut work. The design of the ADA-compliant path at Wellington Park has been awarded \$100,000 . The Arlington Recreation Department has been awarded \$200,000 Finally, Food Link has been awarded \$155,000 for rehabilitation of the exterior of the new operations facility. The total for this project is \$595,000 as of May 14, 2019 , with the anticipation of spending down of PY18 funds, though any remaining funds will be rolled into PY19 curb cut work.
4	Project Name	Planning
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Economic Development

		Affordable Housing Public Facilities, Infrastructure, and Parks
	Funding	CDBG: \$132,335
	Description	Staff work on CDBG-related projects.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Town-wide
	Planned Activities	Duties and responsibilities involve data gathering and analysis, local and comprehensive planning and zoning, affordable housing studies and implementation. These funds will also be used to fund planning activities including an assessment of fair housing and public outreach related thereto, a mobility study, and zoning work.
5	Project Name	Administration
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Economic Development Affordable Housing Public Facilities, Infrastructure, and Parks Public Services
	Funding	CDBG: \$99,000
	Description	Staffing related to CDBG administration.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Town-wide
	Planned Activities	Subrecipient management, program development, community engagement, plan development, and fiscal responsibilities.
6	Project Name	CDBG-CV Microenterprise Assistance
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG-CV: \$200,000
	Description	The 2020 Substantial Amendment programs CDBG-CV funds to create microenterprise business assistance to provide stabilization in response to the coronavirus pandemic.
	Target Date	No target end date.
	Estimate the number and type of families that will benefit from the proposed activities	The CDBG-CV Microenterprise Assistance Program will assist at least 20 microenterprises.
	Location Description	Town-wide
	Planned Activities	Grants to provide working capital to microenterprises.
7	Project Name	CDBG-CV Emergency Tenant Assistance
	Target Area	
	Goals Supported	Public Services

	Needs Addressed	Affordable Housing Public Services
	Funding	CDBG-CV: \$400,000
	Description	The April 2020 Substantial Amendment programs CDBG-CV funds to establish a tenant assistance program for households earning at or below 50% of the area median income in response to the coronavirus pandemic.
	Target Date	No target end date.
	Estimate the number and type of families that will benefit from the proposed activities	The CDBG-CV Tenant Assistance Program will assist at least 66 households.
	Location Description	Town-wide
	Planned Activities	The Emergency Tenant Assistance Program will provide rental assistance available for up to three (3) consecutive months.
8	Project Name	CDBG-CV Public Services
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG-CV: \$59,903 CDBG-CV3: \$120,485
	Description	The April 2020 Substantial Amendment programs \$59,903 of CDBG-CV funds to support the local public service agencies that are providing support to those affected by the pandemic. The November 2020 Substantial Amendment programs \$120,485 toward two distinct activities. One grant will support the Arlington Public Schools Tutoring Support Program,

		<p>which responds to the coronavirus pandemic by assisting students who are negatively impacted by the lack of regular full-time school, and instead are enrolled in a fully remote or hybrid learning program. 54 students will benefit from small group academic support from qualified tutors.</p> <p>A second grant will be given to the Department of Health and Human Services (HHS) to establish and oversee a COVID testing center at Menotomy Manor, an Arlington Housing Authority (AHA) property and known high-risk area for COVID-19. The site will be facilitated with AHA and testing will be provided to tenants of Menotomy Manor only. If the need for testing is lower than expected at Menotomy Manor, HHS will relocate the site to another AHA property where higher need exists. The grant will subsidize up to 800 testing kits and the expenses related to administering tests. HHS will work in partnership with Armstrong Ambulance to administer COVID-19 test kits and with the Broad Institute to conduct diagnostics.</p>
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	<p>CDBG-CV public services is expected to support 400 low- to moderate-income clients. The November 2020 Substantial Amendment increases this total by 854 individuals.</p>
	Location Description	<p>Town-wide</p> <p>CDBG-CV3: The COVID-19 test site will be available only to Arlington Housing Authority residents.</p>
	Planned Activities	<p>Support services that relate to basic needs, other than housing, including other household expenses, food security, mental health counseling, child care, transportation, senior support, and technology support will be funded.</p> <p>The November 2020 Substantial Amendment includes programming CARES Act funding to substantially increase academic support to Arlington Public Schools students in response to</p>

		the altered school environment caused by the pandemic. Funding will also be dedicated to providing Covid-19 testing and diagnostic services at an Arlington Housing Authority residence, which will serve low-and-moderate income families.
9	Project Name	CDBG-CV Small Business Assistance
	Target Area	No target end date.
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG-CV3 (Part A): November Substantial Amendment: \$200,000
	Description	The November 2020 Substantial Amendment programs \$200,000 of CDBG-CV3 (Part A) funds to support the small business community through the COVID-19 Business Resiliency Grant Program. Eligible businesses include those with 20 or fewer employees, including the owner(s). The small business program will have two functions. The first is to assist in sustaining operations through working capital grants of up to \$180,000, which will assist businesses in financing such costs as rent, utilities, payroll, and inventory. The second component is technical assistance, for which \$20,000 will be reserved. Offered in collaboration with a contracted consultant, technical assistance will equip businesses to provide services and retail sales when circumstances resulting from the pandemic limit traditional operations. All economic development grants respond to the pandemic by enabling businesses to continue providing services and maintaining operations that would either not be possible or that could occur at a diminished capacity due to the pandemic. Businesses are eligible for both working capital grants and technical assistance.
	Target Date	No target end date.
	Estimate the number and type of families that will	CDBG-CV3 (Part A) is expected to support at least 20 small businesses and retain or

	benefit from the proposed activities	create three low-to-moderate income jobs.
	Location Description	Town-wide
	Planned Activities	<p>Working capital grants will help retain or create low-to-moderate income jobs by supporting business owners' rent, utilities, inventory, and payroll expenses during the pandemic.</p> <p>Technical assistance will provide business owners with training from a consultant specializing in business web presence and building online capacity, particularly related to website and social media development and e-commerce readiness. These efforts respond to the COVID-19 pandemic by equipping businesses with resources and knowledge necessary to remain operating in a non-traditional manner when local and state policies restrict businesses from opening.</p>

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The majority of CDBG funding in Year 5 is allocated to projects for which individual person or household's income determines eligibility, not geography. Two projects that are occurring in a specific geographic region are the ADA-compliant curb cut project and the reconstruction of the Lussiano Playground. The curb cuts will begin in areas of higher need and the Lussiano Playground is adjacent to Arlington's area of highest need where 77.78% of the families make a low- to moderate-income.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Arlington prioritizes all low and moderate income residents through CDBG funding, rather than focusing solely on residents who live in a particular area of town. While this is again the case for most funding, the Town will focus some of the work on the ADA-compliant sidewalk ramps and the sidewalks themselves in the higher need areas of Town, as well as the Lussiano Playground.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

Enough affordable housing continues to be a challenge for Arlington. The Town has a very low vacancy rate and the cost of housing continues to rise. Being a dense community with very little vacant land for new development, the cost to build affordable housing is high and is very competitive. Even with these challenges, the Town is lucky to have a local private developer that has two new affordable housing development projects in the pipeline that will bring 48 new units to Arlington. As is the case with developing affordable housing, however, this development has been in the works for years as the developer has been putting together the financing. Additional barriers include the cost per unit; Arlington has access to HOME funds and does allocate it to these projects, but the high cost of land and to create these homes means the average cost per unit can be higher than is acceptable under HOME regulations.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

As was outlined in the previous Annual Action Plan, Town Meeting began at the end of April. At this Town Meeting, the Department of Planning and Community Development proposed several changes to the Zoning Bylaw that would ease the zoning restrictions on the development of multi-family housing. Included in these proposals was an increase to the percent of affordable housing a developer must include as the number of units increases. Together, these efforts would mean an increase in housing, including affordable housing. Unfortunately, this zoning changes were not accepted by Town Meeting.

Discussion

Please see the discussion above.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

As is standard practice, the Consolidated Plan helped shape the Year 5 Annual Action Plan, the final year covered by this Consolidated Plan. The activities selected for Year 5 funding were chosen through a formal solicitation process and will provide services and address identified needs for residents of all ages, and make immediate impacts to residents who make a low- to moderate-income. Arlington continuing to expand its accessibility improvements throughout town; Year 5 again includes ADA-compliant sidewalk ramp work and the design of an ADA-compliant path at Wellington Park.

Actions planned to address obstacles to meeting underserved needs

As was mentioned above, the Department of Planning and Community Development continues to work to propose changes to the Zoning Bylaw which will help to address the region's housing shortage, including affordable housing. Secondly, the Town will continue to leverage additional funding for town-wide planning projects, including providing Community Preservation Act fund resources in partnership with CDBG-funded projects. Lastly, before Town Meeting this year will also be the approval of accessory dwelling units which could allow residents to share their homes which could help offset the cost of housing.

Additionally, the Town is currently working with the Institute for Human Centered Design on an ADA self-evaluation and transition plan which the Town will use to help determine all work needed to be done to address accessibility, which CDBG funding will likely be utilized to help address.

Actions planned to foster and maintain affordable housing

As mentioned previously, the Town supports affordable housing financially and through policy. In Year 5 the Town has decided to not fund the Arlington Home Rehabilitation Program, the town's home improvement loan program, due to continued lack of eligible applicants. While this program was a part of the Town's effort to address affordable housing and improving the housing stock, the program was no longer proving to be providing a service to residents. This year, funding has been allocated to the upkeep of affordable housing by the Housing Corporation of Arlington, whose demand for affordable rental housing remains high, along with funding the installation of solar panels on Capital Square, the savings from which will be passed along to the residents at a rate of 85% of the savings, helping to bring down the cost of housing for residents making a low- to moderate-income.

Actions planned to reduce lead-based paint hazards

The Town and the Malden Redevelopment Authority will ensure compliance with Massachusetts lead laws on all homebuyer assistance and developer-driven projects, homeowner and rental. All new affordable housing is lead-free.

The Arlington Health Department was consulted on the Town's response to lead in homes. Once contacted by a resident, the Board of Health conducts a lead determination if there is a child under the age of six residing at a property. An inspector tests painted areas in the home to determine if lead is present. If a positive result is found, the Lead Inspector orders the owner of the property to bring the home into compliance. In the past year the Health Department has not conducted a home inspection or issued an order to owners for compliance. The Health Department will continue this method of addressing lead in Arlington homes.

Actions planned to reduce the number of poverty-level families

In 2019-2020, the Housing Corporation of Arlington has applied to add solar panels to their Capital Square building. HCA has committed to providing residents with 85% of these savings which will help reduce the amount they spend on housing. Additionally, the public services that provide childcare, including Fidelity House and the Arlington Boys and Girls Club, theoretically allow parents to hold jobs while their children are being cared for.

Actions planned to develop institutional structure

Again this year the CDBG Subcommittee utilized the Grant Evaluation Criteria, which were included in the annual application, to score each application. The final scores were provided at the public meeting to the Select Board and as part of the report to Town Meeting.

Actions planned to enhance coordination between public and private housing and social service agencies

The Town benefits from a strong network of Arlington-based providers as well as a network of regional housing and human services providers. The Town directly operates quality programs through its Department of Health and Human Services, which will ensure coordination of its programs with regional providers. Also, the Town recently created a Human Services Network which is a chance for all service providers in Town to share resources. The Housing Corporation of Arlington and the Arlington Housing Authority communicate when there is a need for a unit, especially when there is an immediate need for housing and a person is facing homelessness. Finally, the Town acts as a first point of contact for people when they are in need of housing; while the Town does not have its own units to provide, the Town is able to provide residents

information on how to contact the entities in Town that may have units and to get on their waitlists. The Town also coordinates its housing agenda with the surrounding towns through its membership in the North Suburban HOME Consortium.

Discussion

Please see discussion above.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The following chart identifies program income that will be available for eligible projects during program year 2019.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	5,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	5,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

73.00%

Discussion

Program income for June 2019 has not yet been received and is likely around \$5,000.